

Seller Onboarding Checklist

Welcome to your Seller Journey! Use this checklist to get started quickly and smoothly.

1. Account Setup

- Create your seller account on the platform.
- Complete your profile with accurate business details.
- Verify your email and phone number.
- Set up secure password and 2-factor authentication.

2. Product Listings

- Prepare high-quality images for your products.
- Write clear, keyword-rich product titles.
- Add detailed product descriptions.
- Set competitive pricing.
- Assign correct categories and tags.

3. Shipping & Logistics

- Choose shipping methods (self-fulfillment or marketplace shipping).
- Set up shipping rates.
- Check delivery timelines and policies.

4. Payment & Taxes

- Link your bank account for payouts.
- Understand commission fees and charges.
- Register for tax compliance (GST, VAT, etc. as applicable).

5. Customer Support

- Set up customer communication channels.
- Prepare FAQs and return policies.
- Respond promptly to queries and reviews.

6. Marketing & Promotions

- Explore promotional tools and campaigns.
- Use social media to drive traffic.
- Track performance via analytics.

Tip: Keep this checklist handy as you grow your seller business. Need help? Contact us anytime!